



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Thursday 26th November 2020 at 5.00 pm via Teams

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
78/20	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Nicki Jenkins (NJ), Matt Ball (MB), Joanne Fleay (JF), Lauren Gascoyne (LG), Louise Wilber, Staff (LW).</p> <p>Attended by: Emma Balfour, Assistant Headteacher (EB)</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence – None</u></p>	
79/20	<p><u>Declaration of Interests</u></p> <p>Governors were asked if they had any interests to declare regarding the content of this meeting. None declared.</p> <p>Governors were reminded to complete the annual declaration of interests section on Governorhub and will continue to be reminded to renew this at the first FGB of each year.</p> <p>Governors were also reminded to complete the declaration for Keeping Children Safe in Education which is on Governorhub.</p>	ALL
80/20	<p><u>Review of Membership</u></p> <p>It was agreed/confirmed that LG is now the new Vice Chair of FGB meetings. LM will continue to Chair the Curriculum committee meetings but only until a replacement can be found. JF was elected as Vice Chair of this committee. MB was elected as Resources Chair. LG was elected as Vice-Chair of Resources but this is subject to review upon appointment of new board members.</p> <p>There are currently vacancies for 2 Co-opted Governors. NJ/LG proposed that our current Parent Governors will move to Co-opted status. One parent will be recruited then NJ/LM will consult Inspiring Governance to try to recruit another governor. Governors agreed to this.</p>	Agreed
81/20	<p><u>Review of minutes from FGB 17 September 2020</u></p> <p>The minutes had been circulated to staff prior to this meeting.</p> <p>The minutes were accepted by all governors as a true record of the meeting. They were signed and dated by the Chair.</p>	Accepted
82/20	<p><u>Matters arising from minutes FGB 17 September 2020</u></p> <p>69/20 The skills audits have all been submitted and the analysis is complete and has been uploaded to Governorhub. NJ/LM to assess where skills shortages are and include them in the advert for a Parent Governor.</p>	

	<p>Training requirements will also be identified from the skills audit analysis. The Governor Visits Schedule had also been discussed in the recent Curriculum meeting. Visits to school are not currently advised but EE/LM to discuss how Governors can participate remotely with the Curriculum Families idea.</p> <p>70/20 The Policy Schedule is still work in progress. Governor responsibilities are still under discussion. NJ said that she was waiting until the new governors are recruited before finalising.</p> <p>There were no further outstanding actions from these minutes.</p>	NJ/LM
83/20	<p><u>Review of minutes from Curriculum 25 October 2020</u> (For information only – not yet ratified by Curriculum Committee)</p> <p>This meeting had been postponed and had only just taken place on 25th November. To be circulated once the minutes have been ratified.</p>	
84/20	<p><u>Matters arising from above minutes</u> See above.</p>	
85/20	<p><u>Review of minutes from Resources 15 October 2020</u> (For information only – not yet ratified by Resources Committee)</p> <p>The minutes were circulated to Governors for information. To be ratified by committee members at the next Resources meeting.</p>	
86/20	<p><u>Matters arising from above minutes</u></p> <p>45/20 MB informed Governors that this meeting had focused on Health and Safety and policies and procedures and that the action plan was ongoing. Sally and Ade had done a lot of work in this area. IJ said that the LA had carried out their audit but had not had a return visit yet. MB, Sally and Ade had been preparing for a re-inspection.</p> <p>46/20 IJ said that the budget for supply staff was getting bigger due to staff having to isolate. IJ reminded Governors that teaching staff on supply cost £170-£200 per day. A lot of insurance companies are not covering for Covid related issues.</p>	
87/20	<p><u>Policies/Documents for Ratification</u></p> <p>Policy Schedule – This document still under review. Governor Responsibilities – This document still under review.</p> <p>The School Pay Policy had been uploaded to Governorhub just prior to this meeting. To be ratified remotely when all Governors have assessed.</p>	NJ/LM ALL
88/20	<p><u>Headteacher's Update – To include Covid Update</u></p> <p>LM requested that in future, Governors forward any questions prior to the meetings. This document had been circulated prior to this meeting. IJ asked if there were any questions regarding it.</p> <p>Attendance</p> <p>IJ stated that attendance had been really high considering the issues with Covid. In every year group attendance is above 96%. See chart below:</p>	ALL

Attendance Return from 2 SEP 2020 to 18 NOV 2020

This report excludes students who left after the 2 September 2020

Number of Open Sessions = 98

This report excludes Boarders

Group	No. of Students	Maximum No. of possible attendances	Total Absences				Total Attendances		Total No. of Students who were absent on one or more session		% Unauth. Absentees
			Authorised		Unauthorised		No.	%	Auth.	Unauth.	
			No.	%	No.	%					
Year Group Reception	60	5383	132	2.45	8	0.15	5243	97.40	19	2	3.33
Year Group 1	60	5625	107	1.90	12	0.21	5506	97.88	24	2	3.33
Year Group 2	60	4911	120	2.44	6	0.12	4785	97.43	22	2	3.33
Year Group 3	57	5335	80	1.50	4	0.07	5251	98.43	20	3	5.26
Year Group 4	59	5581	153	2.74	38	0.68	5390	96.58	28	4	6.78
Year Group 5	60	5349	124	2.32	2	0.04	5223	97.64	27	2	3.33
Year Group 6	60	4818	173	3.59	21	0.44	4624	95.97	32	2	3.33
Totals	416	37002	889	2.40	91	0.25	36022	97.35	172	17	4.09

IJ had also circulated the Inclusion Dashboard which puts the school cohorts into context. This showed the comparisons to National figures and the levels of deprivation. IJ explained that the stability is judged on the children who began in Reception and stayed right through to Y6. Often when children join the school mid-year there are issues.

NJ asked how attendance can be counted throughout times of home learning. IJ said that he can download an attendance list and can see what home learning each child has accessed. IJ also stated that a member of staff in the school office is very good at chasing up for attendance.

LM said that the fact that attendance is so high is a reflection on the confidence that parents have in the school.

School Development Priorities

IJ said that Governors will see more in the 'impact' section eventually but it is still early days.

Priority 2 – To ensure that the key principles of a Recovery Curriculum are successfully implemented in all year groups throughout 2020/21

A Parent/Carer questionnaire had been sent out and 75 responses had been returned. IJ said that the responses were mostly positive but some had commented that there had been no outdoor learning. This has improved since.

Priority 3 – To enhance provision, training and curriculum opportunities in computing in all year groups (Golden Thread)

Remote learning was now much improved with the new system. Parents particularly like the morning meetings with staff. Constructive criticism emails have been received and actioned. 30 new laptops had been purchased.

Covid19 Updates

Drop off and collection times have been changed so that each lasts 30 minutes now instead of 50. The National Tutoring Program has begun and tailored support has been set up. Laura Clayton is leading this and has put together the plan for the year. Caroline Roberts (ex Headteacher) is the allocated tutor.

Up until now, 5 classes/bubbles have been closed due to positive Covid19 tests with either staff or pupils. IJ circulated a timeline for positive tests which will be used to record exactly when a child can return to school. This document also shows who is isolating at any one time. IJ said that all staff/pupils who were isolating have now returned to school.

Virtual tours for prospective parents are currently underway.

	<p>MB requested that the SDPs should include targets which are measurable in order to demonstrate improvement. IJ agreed to this.</p> <p>Staff Changes – See separate confidential minute.</p> <p>Safeguarding See 91/20.</p>	
89/20	<p><u>Governor Training</u> LM/LG had both completed Chair/Vice Chair training.</p>	
90/20	<p><u>Governing Body Objectives for 2020-21</u> Follow up on visioning session Governors had all attended a visioning meeting on 19th November. LM said that this had resulted in some positive ideas. LM to complete the accompanying notes and circulate via Governorhub. IJ said that the funding bid for the outdoor classroom had already been submitted with a 3-4 month timeline. If the first application is unsuccessful then IJ will apply with someone else. The leadership structure idea had been started and the going green idea had been sent off. LG commented that the meeting had been valuable and perhaps it could become a regular occurrence. LM said possibly twice per year.</p> <p>Governor Visits LM to meet with EE to discuss ways to move forward with Governor involvement with the Curriculum Families idea. All Governors will be linked to a family.</p>	LM
91/20	<p><u>Safeguarding</u> See separate confidential minute.</p>	
92/20	<p><u>Wellbeing and Equality</u> Jess had asked to be involved in all CPOMS relating to wellbeing. LM asked if there were any major concerns. IJ said that day to day issues are being managed well by a good support system. Staff are fed up with bubbles closing and not being able to see anyone. They are also scared for their own health. Spirits are good though. LW said that staff make time to support each other. EB said that people have good and bad days but generally the mood is good. Christmas activities are helping to raise the mood. LW said that being outside has helped a lot of the children too. JF said that the school has received the Emotionally Healthy School Award. LM gave thanks on behalf of all of the Governors for the hard work that has been put into this.</p>	
93/20	<p><u>Determination of confidentiality of business</u> Staffing section of the Headteacher's update. Safeguarding.</p>	
94/20	<p><u>What difference has this meeting made to our pupils?</u> It has highlighted the good practice in school around the recovery curriculum. The method of reporting safeguarding issues has been discussed and is proving to be successful.</p>	

95/20	<u>Date of next meeting and items to include</u> Resources Meeting 4 February 2021 at 5pm Curriculum Meeting 21 January 2021 at 5pm FGB Meeting 25 February 2021 at 5pm Full list of 2020-2021 dates on Governorhub.	
-------	---	--

Signed _____ Dated _____